

OSA-2381-64

31 JUL 1964

MEMORANDUM FOR: Deputy Assistant Director, OSA

SUBJECT : OSA Personnel Ceiling

25X1A 1. OSA personnel ceiling is presently established
25X1A at [REDACTED]. Approximately three months ago, we requested our
25X1A ceiling to be set at [REDACTED] which included [REDACTED] positions for
25X1A Engineering and Analysis Division (subsequently lost).
When the [REDACTED] figure was being considered, we were asked
to estimate the number of staff and military personnel we
would have on board by 30 June 1964. We estimated this
would be [REDACTED] which, in turn, was, I feel, the basis for
our current ceiling. We were advised at the time our
ceiling was established that our needs in addition to
the [REDACTED] and up to [REDACTED] could and would be considered after
1 July.

25X1A 2. As you know, our staffing has been programmed
against a ceiling of [REDACTED], and a fairly
definite assumption was made that we would get the desired
increase. The desires of the manpower group are rather
definite that specific Offices will maintain an on-board
strength of something less than their authorized ceiling.
25X1A However, it is rather unrealistic to assume we can do so
unless we receive the increase to [REDACTED] as requested.

25X1A 3. As you are, I'm sure, aware, the problems of OSA
25X1A living with a particular ceiling are considerably different
25X1A from other offices of the Agency; i.e., of the [REDACTED] positions
we now have, approximately [REDACTED] of these are located outside
the Washington area. Since these [REDACTED] positions are filled
almost 100% from outside OSA, the sheer mathematics of
bringing in a Security Officer from Main Security, a Commo
man from Main Commo, or a military man from his parent
service and, in turn, sending them to a domestic or foreign
field station will consistently keep us over ceiling. The
above is true even though we may eliminate overlaps entirely.
We are still faced with the man in the field being on our
rolls until he returns to Headquarters and is picked up by

73

X

204

SECRET

his parent service, while we are likewise charged with his replacement for any processing or travel time.

25X1A 4. I strongly recommend we attempt to get our
25X1A ceiling increased to [REDACTED] and if so, I feel it is almost
25X1A mandatory we internally adjust that ceiling to approxi-
25X1A mately [REDACTED]. Such an adjustment would probably give us
25X1A enough headroom to take care of our personnel rotation.
25X1A While we are awaiting resolution of any permanent in-
25X1A crease, I recommend we seek temporary relief in the form
25X1A of a ceiling increase of [REDACTED] to allow us to bring on board
25X1A replacements who are ready to EOD in OSA (Attachment A).
25X1A If such a temporary increase is approved, our planned
25X1A losses for the month of August will return us to an
25X1A on-duty strength of [REDACTED] (see Attachment B). While the
25X1A temporary increase approach will resolve our current
25X1A situation, it is somewhat of a holding device and we may
25X1A well be confronted with similar problems in future months
25X1A unless we are granted a permanent ceiling increase.

25X1A [REDACTED]
Chief, Personnel Branch
OSA-DD/S&T

25X1A PB/OSA [REDACTED] (31 July 1964)
25X1A Distribution:
25X1A O & 1 - DAD/OSA
25X1A 1 - SD/OSA
25X1A 1 - PB/OSA
25X1A 1 - RB/OSA